

**Transportation Department, Idaho**  
**Management and Support**

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**Description:**

To provide efficient, timely, and cost-effective financial planning, resource allocation, management, and administration of the department's human and fiscal resources, equipment, supplies, and facilities.

**Major Functions and Targeted Performance Standard(s) for Each Function:**

1. Management Processes.

A. Targeted Performance Measure achieved in FY 2000.

Actual Results			
1997	1998	1999	2000
			Fully implemented
Projected Results			
2001	2002	2003	2004
Enhancements/Upgrades	Enhancements/upgrades		

2. Information Technology.

A. Fully implement the master plan for information technology.

Actual Results			
1997	1998	1999	2000
			Phase I complete
Projected Results			
2001	2002	2003	2004
		Phase 2 complete	

**Program Results and Effect:**

Results:

The Master Plan for information technology establishes a clear direction for the use of information technology in support of business goals and objectives and in accordance with the reviewed and adopted calendar and schedule of estimated costs and benefits. Phase 2 is targeted for completion FY 2003, and Phase 3 is targeted for completion in FY 2006.

Effects:

The initiatives in the Master Plan for information technology will provide enhancements to staff productivity and effectiveness when implemented.

For more information contact Deputy Director at 334-8818.

## Transportation Department, Idaho

### Planning

#### Description:

The program is responsible for (1) preparation and updating of documents such as the strategic plan, long-range transportation plan, rail plan, bicycle/pedestrian plan, highway plan, pavement management reports, and Highway Needs Report; (2) maintaining route inventories for transportation systems; (3) assisting local governments with transportation planning; (4) gathering, analyzing, and distributing statewide traffic data; (5) maintaining the department's linear referencing system and transportation maps; (6) developing a GIS system; and (7) updating the HPMS data for FHWA reporting; and 8) coordinate special highway programs.

#### Major Functions and Targeted Performance Standard(s) for Each Function:

##### 1. Planning Coordination.

###### A. Complete the long range transportation plan update.

Actual Results			
1997	1998	1999	2000
Projected Results			
2001	2002	2003	2004
	complete		

###### B. Coordinate the environmental and corridor planning process.

Actual Results			
1997	1998	1999	2000
Projected Results			
2001	2002	2003	2004
complete			

###### C. Develop procedures to implement environmental justice strategies.

Actual Results			
1997	1998	1999	2000
Projected Results			
2001	2002	2003	2004
complete			

##### 2. Information System.

###### A. Fully implement the GIS Business Plan.

Actual Results			
1997	1998	1999	2000
Projected Results			
2001	2002	2003	2004
Full implementation			

###### B. Complete final implementation of policies and procedures for data and information exchange.

Actual Results			
1997	1998	1999	2000
Projected Results			
2001	2002	2003	2004
complete			

**Program Results and Effect:**

**Results:**

The program primarily produces outputs which are used by other programs within the department. It also has an important role in producing administrative outputs required by the Federal Highway Administration for reporting purposes. These administrative outputs meet at least one of the following criteria: (1) they take a substantial amount of time to produce; (2) they require primarily ongoing/year-round activities, and (3) they have quarterly, semi-annual, or annual scheduled/mandated due dates. Here is an example of an output used by other areas of the department: The annual vehicle miles traveled (VMT) helps highway design personnel decide where and when roadway improvements need to be scheduled, assists private business when deciding upon locations to build or expand, and are also used to project roadway congestion levels. The VMT is also a required output by the FHWA and is reported in ITD's annual Highway Program Monitoring System report.

The program is responsible for statewide transportation planning efforts (both long- and short-range) and coordinates efforts with the public, associations, and officials from cities, counties, and other state and local agencies. The long-range plan update will take place over the next two years.

The department's Geographic Information Systems' efforts have been incorporated into a business plan and integrated into the department's Master Plan for information technology. Full implementation of that business plan remains on schedule for 2001.

Better coordination of the environmental and corridor planning process is being worked on by federal and state agencies. ITD is working with a regional team on a "coordinated" effort. This should result in making the initial phases of project development along identified corridors more understandable to the public.

An Environmental Justice Task Force will determine a process for assessing the distribution of transportation program benefits and burdens with respect to identified low-income and minority groups and will determine an adjustment process to address identified imbalances in the distribution of transportation program benefits and burdens.

**Effects:**

The program is responsible for ensuring that the planning requirements of the Federal Highway Administration are being implemented, both within the department and within the three metropolitan planning organizations—Boise, Idaho Falls, and Pocatello. Most federal planning requirements have funding holdbacks if not certified, therefore the state is assured of federal funding by the implementation of these planning requirements. Statewide planning helps the department to maximize the efficiency of the transportation system through the efficient use of limited resources.

For more information contact Division of Transportation Planning at 334-8201.

## Transportation Department, Idaho

### Motor Vehicles

#### Description:

To meet the needs and expectations of motor vehicle customers, and of the county sheriffs and assessors who work as our agents, by efficiently managing driver licenses, weigh-station operations, vehicle registrations, vehicle titles, over legal permits, and the revenue these programs generate.

#### Major Functions and Targeted Performance Standard(s) for Each Function:

##### 1. Motor Vehicle Applications.

###### A. 43% of all driver licenses renewed by mail (Title 49-319).

Actual Results			
1997	1998	1999	2000
35%	36%	38%	31%
Projected Results			
2001	2002	2003	2004

###### B. 7 days or less to process vehicle titles (Title 49, Chapter 5)

Actual Results			
1997	1998	1999	2000
7 days	7 days	7 days	9 days
Projected Results			
2001	2002	2003	2004
7 days	7 days	8 days	

###### C. 70% of overlegal permits transferred electronically (Title 49-1004).

Actual Results			
1997	1998	1999	2000
	4%	56%	65%
Projected Results			
2001	2002	2003	2004
65%	65%	70%	70%

##### 2. Motor Vehicle Records.

###### A. 10 county courts accessing DMV records electronically (Titles 49-202 and 49-1202).

Actual Results			
1997	1998	1999	2000
2 Co. Courts	3 Co. Courts	4 Co. Courts	7 Co. Courts
Projected Results			
2001	2002	2003	2004
8 Co. Courts	10 Co. Courts	12 Co. Courts	15 Co. Courts

###### B. 100 lienholders accessing DMV records electronically (Titles 49-505 and 49-517).

Actual Results			
1997	1998	1999	2000
12 users	15 users	17 users	32 users
Projected Results			
2001	2002	2003	2004
38 users	42 users	48 users	50 users

**Transportation Department, Idaho**  
**Motor Vehicles**

3. Motor Carrier Compliance.

A. 12 training seminars provided annually on motor vehicle laws (Title 40-510).

Actual Results			
1997	1998	1999	2000
		12	12
Projected Results			
2001	2002	2003	2004
12	12	12	12

B. 5% more vehicles weighed each year, using 1997 as the base year (Title 40-510).

Actual Results			
1997	1998	1999	2000
1,565,626	1,643,907	1,726,102	2,147,003
Projected Results			
2001	2002	2003	2004
2,254,353	2,367,071	2,485,424	2,609,696

**Program Results and Effect:**

Results:

- Increased court access to the electronic driver records database speeds the court process up at the county level and reduces data-entry requirements at DMV. (This targeted performance measure will be slow to obtain because most county courts are not computerized and do not have the funds in their near-future budgets to obtain the necessary computer hardware.)
- May not be tracked in future years due to the large number of drivers who are opting to renew in person for 8 years rather than by mail for four years.
- Increased number of lien holders participating in the Electronic Lien System. (This access is voluntary and needs continuous promotion to the financial community.)
- Increased education of the trucking industry will enhance the safety of the traveling public and the protection of Idaho highways.
- Increased weighings will protect Idaho's highway infrastructure.
- Maintained processing time for vehicle titles. (Despite a steady increase in the title workload.)
- Decreased processing time for motor carrier International Registration Plan and Full Fee applications.
- Decreased processing time for overlegal permit applications.

Effects:

The DMV program benefits the public through its enhanced, responsive motor vehicle service and its ongoing commitment to efficiency. This program will be reviewed for Continuous Quality Improvement opportunities, and to ensure timely progress toward targeted performance standards, especially in the areas impacting customer service.

For more information contact Motor Vehicles Business Manager at 334-8889.

# Transportation Department, Idaho

## Highway Operations

### Description:

To support the state transportation system by increasing the State Highway System's level of performance through planning, design, construction, repair, maintenance, safety, and environmental responsibilities and concerns.

### Major Functions and Targeted Performance Standard(s) for Each Function:

#### 1. Facility Performance.

##### A. Decrease deficient pavement to no more than 15%.

Actual Results			
1997	1998	1999	2000
23%	21%	20%	19%
Projected Results			
2001	2002	2003	2004
18%	17%	16%	16%

##### B. Reduce weight-restricted bridges to no more than 7.

Actual Results			
1997	1998	1999	2000
23	21	20	22
Projected Results			
2001	2002	2003	2004
14	9	9	7

##### C. Reduce width-restricted bridges to no more than 35.

Actual Results			
1997	1998	1999	2000
66	62	55	53
Projected Results			
2001	2002	2003	2004
43	34	27	23

##### D. Reduce height-restricted truss bridges to no more than 4.

Actual Results			
1997	1998	1999	2000
7	7	7	7
Projected Results			
2001	2002	2003	2004
7	4	4	3

##### E. Maintain traffic congestion at or near 1995 levels.

Actual Results			
1997	1998	1999	2000
103 miles	124 miles	124+ miles	
Projected Results			
2001	2002	2003	2004

#### 2. Facility Safety.

##### A. Reduce the five-year average fatality rate to 1.66 and the serious-injury rate to 12.33.

Actual Results			
1997	1998	1999	2000
1.98/2.06	1.94/2.04	1.47/2.00	1.81/1.88
Projected Results			
2001	2002	2003	2004
1.67/1.80	1.58/1.73	1.50/1.66	

**Transportation Department, Idaho**  
**Highway Operations**

B. Increase Idaho's seat-belt usage to 70%.

Actual Results			
1997	1998	1999	2000
49%	57%	58%	62%
Projected Results			
2001	2002	2003	2004
64%	67%	70%	

C. Annually monitor and review the effectiveness of the Education, Enforcement, and Engineering (3E) program.

Actual Results			
1997	1998	1999	2000
		4 projects	1 project
Projected Results			
2001	2002	2003	2004
1 project	1 project	1 project	

D. Provide active protection to at least 4 existing railroad crossings annually.

Actual Results			
1997	1998	1999	2000
		4 projects	2 projects
Projected Results			
2001	2002	2003	2004
4 projects	4 projects	4 projects	4 projects

E. Eliminate blunt-end guardrail on the National Highway System.

Actual Results			
1997	1998	1999	2000
1,658	1,630	1,571	1,230
Projected Results			
2001	2002	2003	2004
984	738	492	246

3. Management.

A. Develop a division-level business plan.

Actual Results			
1997	1998	1999	2000
Projected Results			
2001	2002	2003	2004
Completed			

B. Integrate all division business plans into the performance management process.

Actual Results			
1997	1998	1999	2000
Projected Results			
2001	2002	2003	2004
	Completed		

## Transportation Department, Idaho

### Highway Operations

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C. Develop measurable performance standards for maintenance activities.

Actual Results			
1997	1998	1999	2000
Projected Results			
2001	2002	2003	2004
Completed			

#### 4. Planning.

A. Collaborate with the Division of Transportation Planning regarding the 5-year update of the 20-year statewide transportation plan.

Actual Results			
1997	1998	1999	2000
			Completed
Projected Results			
2001	2002	2003	2004

#### Program Results and Effect:

##### Results:

Pavement deficiency of 19% in 2000 is still a projection. Actual % will not be calculated until December 2000. Maintaining 1995 levels of congestion is a challenge due to the increased number of registered vehicles in the state and increased vehicle miles traveled. A specially formed team is currently looking at the Targeted Performance Standard and will be making recommendations.

Two additional actively protected RR crossings are scheduled to be obligated in October 2000.

Annual fatality and serious-injury rates are shown for information purposes only. Targeted Performance Standards are based on 5-year averages. Most-recent actuals are for 1999.

New federal funding targeting seat-belt usage resulted in 32 additional grants to law enforcement agencies, a statewide information campaign, and training for professionals.

A new 3E project on I-90's 4th of July Pass will update the existing variable message warning system.

Blunt-end guardrail will be completely removed from the National Highway system by 2005.

##### Effects:

A preventative maintenance program slows the rate of pavement and bridge deterioration, thus increasing the life of our transportation system. Over time an efficient preventative maintenance program is more cost effective than an active rebuilding program. All highways and bridges must be eventually rebuilt, but a well-planned maintenance program lengthens the useful life of all transportation facilities and makes the statewide transportation network operate as efficiently as possible on the state's limited resources.

The traveling public and commercial motor carrier's desire for increased and efficient mobility and safety are being met. Increased funding under the Transportation Equity Act for the 21st century will allow us to address more of the needs of the State Highway System. Unfortunately the backlog of highway and bridge needs is way beyond what current funding can totally address. Therefore, needs are prioritized and not all customers can be satisfied because not all of their immediate needs can be addressed as a high priority. Increased seat-belt usage within Idaho would greatly assist in lowering serious-injury and fatality rates.

For more information contact Business Manager at 334-8200.



**Transportation Department, Idaho**  
**Capital Facilities**

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**Description:**

To regulate and control the areas of building design, location, use, and funding for all new construction, remodeling, and renovation.

**Major Functions and Targeted Performance Standard(s) for Each Function:**

1. Facilities Management.

A. 100% of all major building components entered into the Building Maintenance Management System.

Actual Results			
1997	1998	1999	2000
	100% complete/hdqrts	100% complete/dist.	
Projected Results			
2001	2002	2003	2004

B. 100% of major building components scheduled for maintenance and replacement. (Statewide)

Actual Results			
1997	1998	1999	2000
	25% complete	50% complete	100% complete
Projected Results			
2001	2002	2003	2004

**Program Results and Effect:**

Results:

Provides, maintains, and preserves high-quality, safe, comfortable, and efficient buildings for the public and our employees.

Effect:

Buildings and other facilities will be properly maintained to ensure protection of the public investment and prolong the useful life. Employees will be more productive when working conditions are comfortable and safe. Productivity decreases due to structural, mechanical, electrical, or other building related problems will be minimized.

For more information contact Building Services Manager at 334-8894.

## Transportation Department, Idaho

### Contract Construction

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#### Description:

Provides the spending authority for construction-related costs of right-of-way acquisition and payments to construction contractors.

#### Major Functions and Targeted Performance Standard(s) for Each Function:

1. Fund Segregation.

A. 95% of projects ready to bid on time.

Actual Results			
1997	1998	1999	2000
60%	47%	51%	53%
Projected Results			
2001	2002	2003	2004
74%	95%	95%	95%

B. 90% of projects awarded within programmed amounts.

Actual Results			
1997	1998	1999	2000
73%	80%	51%	53%
Projected Results			
2001	2002	2003	2004
76%	90%	90%	90%

C. Accumulative final contract amounts within 104% of the summation of detailed estimates.

Actual Results			
1997	1998	1999	2000
		104%	113%
Projected Results			
2001	2002	2003	2004
104%	104%	104%	104%

#### Program Results and Effect:

##### Results:

More projects will move sooner to the construction phase and eventual use by the traveling public at a lesser cost.

The new federal highway bill, TEA-21, will result in an increased workload of 60%. Our intent is to privatize a great deal of this work which should result in trying to meet the program establish by the Idaho Transportation Board.

By closely tracking the "on time," "within programmed amounts," and "within budget" targeted performance standards the department will be better able to contain project costs.

##### Effects:

Achieving these performance standards will allow the department to do more, complete it more consistently during the appropriate time of the year, and increase cost-efficiency of construction projects.

For more information contact Business Manager at 334-8200.

**Transportation Department, Idaho**  
**Aeronautics**

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**Description:**

To provide quality aviation, aviation safety, and search and rescue systems for all users of aviation services visiting or residing in Idaho.

**Major Functions and Targeted Performance Standard(s) for Each Function:**

1. Aviation Safety.

A. Conduct a minimum of 12 safety-related seminars/programs.

Actual Results			
1997	1998	1999	2000
33	30	70	70
Projected Results			
2001	2002	2003	2004
70	70	70	

**Program Results and Effect:**

Results:

Through example and precept, the Division of Aeronautics takes a leadership position in establishing comprehensive aviation programs and operations that ensure safety and emergency capabilities, educate aviation users, and develop and maintain airports with an emphasis on meeting the highest possible levels of safe operation and maintenance.

Past measures included the number of flight instructors that were trained at annual refresher courses. Flight instructors now have many options for recertification and no longer rely exclusively upon Aeronautics. Therefore, the focus on safety education will be shifted to ensure that a variety of programs and seminars are available annually to the general aviation public as well as flight instructors.

Effects:

Aviation users enjoy a very assorted selection of backcountry, rural, and state-owned air facilities. Aviation travel in Idaho will continue to grow as the aviation public continues to spread the word on the enjoyment of using Idaho's unique and diversified aviation facilities. Efforts will continue to impact as many aviators who reside in Idaho with continuous and comprehensive safety education training.

For more information contact Business Manager at 334-8777.

## Transportation Department, Idaho

### Public Transportation

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#### Description:

To ensure the statewide development and maintenance of integrated public transportation systems for all citizens and visitors, characterized by quality, safety, accessibility, efficiency, and reliability, with operations carried out in the most cost-effective manner feasible.

#### Major Functions and Targeted Performance Standard(s) for Each Function:

1. Administration.

A. Develop two new partnerships/projects.

Actual Results			
1997	1998	1999	2000
	2	2	2
Projected Results			
2001	2002	2003	2004
2	2	2	2

B. Develop educational and public-involvement materials.

Actual Results			
1997	1998	1999	2000
			Complete
Projected Results			
2001	2002	2003	2004

C. Update the internal process manual.

Actual Results			
1997	1998	1999	2000
			completed
Projected Results			
2001	2002	2003	2004

**Program Results and Effect:**

Results:

Formed a new partnership with Federal Motor Carrier Safety Administration and Idaho State Police on public transportation provider compliance with Interstate Commerce Laws.

Interagency Working Group reorganizational meetings were held in early summer 2000 with regular quarterly meetings scheduled.

Worked with existing Regional Public Transportation authorities in Bonneville, Ada and Canyon counties, and held informational meetings in Kootenai, Twin Falls and Blaine counties.

Continued to provide technical assistance to state and local agencies working to develop access to jobs projects.

Worked with the Idaho Transit Coalition by providing technical assistance and background information to obtain Federal Transit Administration Section 5309 discretionary capital funds for Idaho.

Developed educational materials on FTA Section 5309 program.

Developed district level materials for the public involvement process.

Internal process manual was reviewed, processes were updated as needed and several new processes were identified and written.

Effects:

Partnering with other agencies allows the division to respond quickly when issues, concerns or questions arise.

Having educational and background materials available allows the division to address local issues and quickly provide information to interested individuals and groups. Having materials available has been beneficial in raising awareness of what public transportation is available in rural areas of the state.

Having a current process manual allows the division to quickly review the process and be consistent from year to year. The manual also contains a the list of contacts for a process which has allowed new staff to quickly become familiar with the business of the division.

For more information contact Division of Public Transportation at 334-8875.